

# Regulatory Boards

## FY 2020 Budget Request

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Analyst: Otto

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### Regulatory Boards FY 2020 Request

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#### Board of Accountancy:

Ensures that standards are maintained for certified public accountants and licensed public accountants in Idaho.

Section 54-201, Idaho Code

#### Outfitters and Guides Licensing Board:

Regulates the outfitting and guiding industry for the purpose of safeguarding the health, safety, and welfare of the public.

Section 36-2105, Idaho Code

#### Real Estate Commission:

Ensures ethical and legal real estate practices in Idaho. The commission develops and administers a coordinated education program to meet statutory requirements and to increase the skills and knowledge of real estate professionals.

Section 54-2005, Idaho Code

#### Board of Professional Engineers and Land Surveyors:

Ensures that those who practice the professions of engineering and surveying maintain minimum qualifications.

Section 54-1201, Idaho Code

#### Bureau of Occupational Licenses:

Provides administrative, investigative, and legal services to 30 professional licensing boards and commissions.

Section 67-2601, Idaho Code

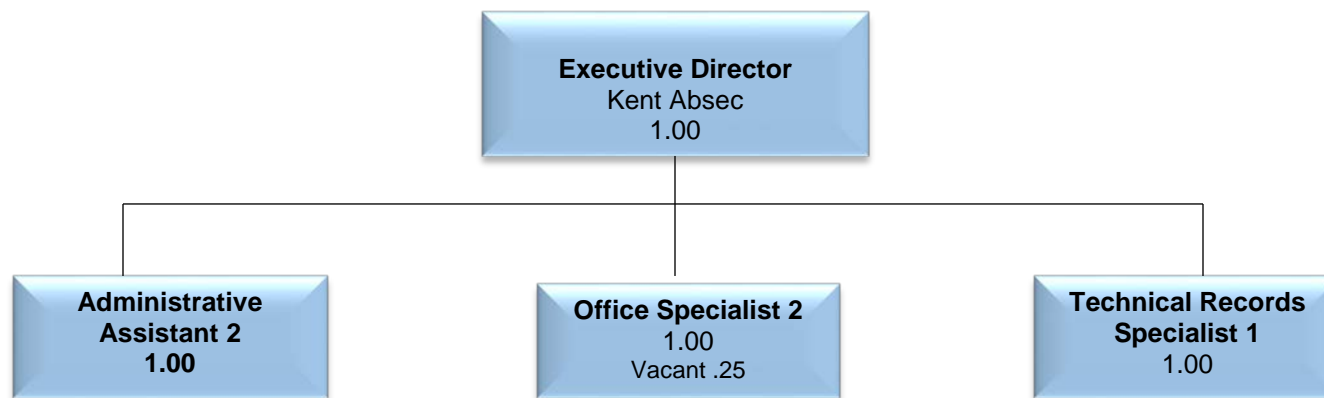
# Board of Accountancy

## Agency Profile

Analyst: Otto

### Organizational Chart

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**4.00 FTP**

.25 Vacant

# Board of Accountancy

Analyst: Otto

## FY 2018 Actual Expenditures by Division by Program

		FTP	PC	OE	CO	T/B	LS	Total
<b>0.30</b>	<b>FY 2018 Original Appropriation</b>							
0229-00	Ded	4.00	297,400	253,500	0	0	0	550,900
<b>Totals:</b>		4.00	297,400	253,500	0	0	0	550,900
<b>1.00</b>	<b>FY 2018 Total Appropriation</b>							
0229-00	Ded	4.00	297,400	253,500	0	0	0	550,900
<b>Totals:</b>		4.00	297,400	253,500	0	0	0	550,900
<b>1.61</b>	<b>Reverted Appropriation</b>							
0229-00	Ded	0.00	(29,300)	(71,900)	0	0	0	(101,200)
<b>Totals:</b>		0.00	(29,300)	(71,900)	0	0	0	(101,200)
<b>2.00</b>	<b>FY 2018 Actual Expenditures</b>							
0229-00	Ded	4.00	268,100	181,600	0	0	0	449,700
	State Regulatory		268,100	181,600	0	0	0	449,700
<b>Totals:</b>		4.00	268,100	181,600	0	0	0	449,700
<b>Difference: Actual Expenditures minus Total Appropriation</b>								
0229-00	Ded		(29,300)	(71,900)	0	0	0	(101,200)
	State Regulatory		(9.9%)	(28.4%)	N/A	N/A	N/A	(18.4%)
<b>Difference From Total Approp</b>			<b>(29,300)</b>	<b>(71,900)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(101,200)</b>
<b>Percent Diff From Total Approp</b>			<b>(9.9%)</b>	<b>(28.4%)</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>(18.4%)</b>

**Board of Accountancy**  
**FY 2019 JFAC Action Program Proof**

	FTP	Gen	Ded	Fed	Total
<b>FY 2018 Original Appropriation</b>	<b>4.00</b>	<b>0</b>	<b>550,900</b>	<b>0</b>	<b>550,900</b>
<b>FY 2018 Total Appropriation</b>	<b>4.00</b>	<b>0</b>	<b>550,900</b>	<b>0</b>	<b>550,900</b>
<b>FY 2018 Estimated Expenditures</b>	<b>4.00</b>	<b>0</b>	<b>550,900</b>	<b>0</b>	<b>550,900</b>
<b>FY 2019 Base</b>	<b>4.00</b>	<b>0</b>	<b>550,900</b>	<b>0</b>	<b>550,900</b>
10.11 Benefit Costs	0.00	0	(5,800)	0	(5,800)
10.12 Benefit Costs	0.00	0	100	0	100
10.45 Risk Management Cost Increases	0.00	0	(100)	0	(100)
10.46 Controller's Fees	0.00	0	400	0	400
10.61 Change in Employee Compensation	0.00	0	7,000	0	7,000
10.62 CEC: Group and Temporary	0.00	0	0	0	0
<b>FY 2019 Program Maintenance</b>	<b>4.00</b>	<b>0</b>	<b>552,500</b>	<b>0</b>	<b>552,500</b>
<b>FY 2019 Original Appropriation</b>	<b>4.00</b>	<b>0</b>	<b>552,500</b>	<b>0</b>	<b>552,500</b>
Chg from FY 2018 Orig Approp.	0.00	0	1,600	0	1,600
% Chg from FY 2018 Orig Approp.	0.0%		0.3%		0.3%

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY 2019 Original Appropriation</b>					
	70.00	0	9,001,900	0	9,001,900

## Removal of Onetime Expenditures

## Engr-Surveyors, Occup Licenses, Real Estate Commission

This action removes expenditures for replacement items and line items funded on a onetime basis in FY 2019.

Agency Request	0.00	0	(1,107,100)	0	(1,107,100)
Governor's Recommendation	0.00	0	(1,107,100)	0	(1,107,100)

<b>FY 2020 Base</b>					
Agency Request	70.00	0	7,894,800	0	7,894,800
Governor's Recommendation	70.00	0	7,894,800	0	7,894,800

## Benefit Costs

Employer-paid benefit changes include a 5.5% increase for PERSI regular retirement and adjustments to workers' compensation that vary by agency. Agencies were directed to budget \$11,650 per eligible FTP for health insurance, which is the same amount in the current fiscal year.

Agency Request	0.00	0	17,600	0	17,600
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The Governor recommends \$11,020 per eligible FTP for health insurance, which is a decrease of \$630, or 5.4%, from the previous year; a temporary rate reduction for agencies that pay the Division of Human Resources for its services; and the PERSI Board's decision to increase the employer contribution by 5.5%.

Governor's Recommendation	0.00	0	(33,100)	0	(33,100)
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## Inflationary Adjustments

## Board of Prof Engineers & Land Surveyors

The Board of Professional Engineers and Land Surveyors requests \$5,800 from the State Regulatory Fund in contract inflation due to an increase in lease costs for new office space to house an additional employee.

Agency Request	0.00	0	5,800	0	5,800
Governor's Recommendation	0.00	0	5,800	0	5,800

## Replacement Items

## Prof Engineers & Land Surveyors, Real Estate

The Board of Professional Engineers and Land Surveyors requests \$4,800 from the State Regulatory Fund to replace four printers.

The Real Estate Commission requests \$16,100 from the State Regulatory Fund to replace 14 desktop computers and three laptops.

Agency Request	0.00	0	20,900	0	20,900
Governor's Recommendation	0.00	0	20,900	0	20,900

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
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## Statewide Cost Allocation

This request includes \$16,800 for the Bureau of Occupational Licenses for Department of Administration managed rental rate increases. H544 of 2018 amended Section 67-5709, Idaho Code, to address long-term maintenance for state-occupied buildings, and requires long-term maintenance costs to be included when calculating rental rates for tenants in department-managed facilities. The Permanent Building Fund Advisory Council voted on June 5, 2018, to increase rental rates by a total of 16.6% for those agencies in the Capitol Mall and state owned buildings in Lewiston and Idaho Falls. The increase will be used to address deferred maintenance costs associated with the Capitol Mall, which total approximately \$22.2 million dollars. If funded, this year's increase will collect \$1,237,441 in FY 2020. There may be subsequent increases to address deferred maintenance in the future. The increase specific to this agency is 20.8%.

This request includes adjustments to recover the cost of services provided by other agencies in accordance with federal and state guidelines on cost allocation.

The Board of Accountancy's risk management costs will increase by \$300 and State Controller fees will increase by \$400, for a net increase of \$700.

The Board of Professional Engineers and Land Surveyors' risk management costs will increase by \$100 and the State Controller fees will increase by \$300, for a net increase of \$400.

The Bureau of Occupational Licenses' risk management costs will decrease by \$2,600, State Controller fees will increase by \$10,000, and State Treasurer fees will increase by \$200, for a net increase of \$7,600.

The Outfitters and Guides Licensing Board's risk management costs will increase by \$500 and State Controller fees will increase by \$200, for a net increase of \$700.

The Real Estate Commission's risk management costs will increase by \$600 and State Controller fees will increase by \$700, for a net increase of \$1,300.

Agency Request	0.00	0	27,500	0	27,500
Governor's Recommendation	0.00	0	27,500	0	27,500

## Change in Employee Compensation

For calculation purposes, agencies were directed to include the cost of a 1% salary increase for permanent and temporary employees.

Agency Request	0.00	0	41,100	0	41,100
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The Governor recommends a 3% increase in employee compensation, distributed on merit. He does not recommend a compensation increase for group and temporary positions.

Governor's Recommendation	0.00	0	120,900	0	120,900
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## FY 2020 Program Maintenance

Agency Request	70.00	0	8,007,700	0	8,007,700
Governor's Recommendation	70.00	0	8,036,800	0	8,036,800

### 1. Licensing Database System - ISBA

### Board of Accountancy

The Board of Accountancy requests \$125,000 in onetime operating expenditures from the State Regulatory Fund to procure and implement a new licensing database system. Functions conducted through the system include, but are not limited to, issuing licenses, recording professional continuous education, tracking Certified Public Accountant (CPA) exam scores, and maintaining enforcement matters. BES Technologies, the selected vendor, has implemented licensing database systems for several other occupational licensing agencies, and provides ongoing maintenance of the system through an annual contract. The board is not requesting ongoing funding for maintenance at this time as the first year would be covered by the vendor but an ongoing appropriation may be requested in the future.

Agency Request	0.00	0	125,000	0	125,000
Governor's Recommendation	0.00	0	125,000	0	125,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
2. Hearing Officer and Legal Costs - IREC			Real Estate Commission		
The Real Estate Commission (IREC) requests an ongoing appropriation of \$30,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. IREC may need to use its administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. IREC believes that additional use of its administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined. IREC currently averages two disciplinary cases per year.					
Agency Request	0.00	0	30,000	0	30,000
Governor's Recommendation	0.00	0	30,000	0	30,000
3. Additional Investigator - IBOL			Bureau of Occupational Licenses		
The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$58,900 in ongoing personnel costs, and \$4,400 in onetime capital outlay from the State Regulatory Fund to hire an additional investigator position and provide a new computer, work station, and laptop. This request is to address the growing number of complaints that require investigation. Since FY 2015, the number of complaints has increased from 730 to 1,010 or 38%. Currently, there are nine investigators employed with IBOL. The amount of complaints by fiscal year is as follows:					
FY 2015: 730; FY 2016: 864; FY 2017: 911; and FY 2018: 1,010.					
Agency Request	1.00	0	63,300	0	63,300
Recommended by the Governor with changes for benefits and compensation.					
Governor's Recommendation	1.00	0	63,800	0	63,800
4. Additional Office Specialist - IBOL			Bureau of Occupational Licenses		
The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$42,800 in ongoing personnel costs, and \$2,400 in onetime capital outlay from the State Regulatory Fund to hire an additional Office Specialist 2 position and purchase a new computer and work station. Due to the increase of licenses being administered and an increase in complaints, the number of calls received has increased 8.9% since FY 2015. This position would assist current staff in answering phone calls, helping at the front desk, and processing mail.					
Agency Request	1.00	0	45,200	0	45,200
Recommended by the Governor with changes for benefits and compensation.					
Governor's Recommendation	1.00	0	45,300	0	45,300
5. Hearing Officer and Legal Costs - IPELS			Board of Prof Engineers & Land Surveyors		
The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$44,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. The board voted to contract with an administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. Currently, the board does not have legal council on staff and relies on contracted attorneys to mitigate civil cases and the Attorney General to investigate and prosecute criminal matter. The board believes that contracting with an administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined.					
Agency Request	0.00	0	44,000	0	44,000
Governor's Recommendation	0.00	0	44,000	0	44,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
6. Board Per Diem Increase - IPELS		Board of Prof Engineers & Land Surveyors			
The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$5,000 from the State Regulatory Fund for additional compensation to board members. Disciplinary cases have been increasing leading to more time needed from the board members. The members are paid \$75 per day for their work. The amount paid to board members over the last four fiscal years is as follows:					
FY 2015: \$10,950;					
FY 2016: \$18,225;					
FY 2017: \$28,575; and					
FY 2018: \$27,375.					
Agency Request	0.00	0	5,000	0	5,000
Governor's Recommendation	0.00	0	5,000	0	5,000
GOV TECH 1. Network Equip Replacement					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding for the replacement of the state's core network equipment and this amount reflects this agency's share of that cost.					
Governor's Recommendation	0.00	0	6,000	0	6,000
GOV TECH 2. Mobile Device Security					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding to provide security of state information that is used on mobile technology.					
Governor's Recommendation	0.00	0	32,300	0	32,300
GOV TECH 4. Modernization – Admin Billing					
Agency Request	0.00	0	0	0	0
The Governor recommends ongoing funding for agency billings from the Office of Information Technology Services.					
Governor's Recommendation	0.00	0	50,800	0	50,800
Budget Law Exemption		Bureau of Occupational Licenses			
In FY 2018, the agency received an appropriation of \$255,300 from the State Regulatory Fund to begin an upgrade of its database used for occupational licensing. The project was estimated to take five years and total \$1,276,330. In FY 2019, the agency received a onetime appropriation for \$1,021,000 to cover years 2-5 of the project, with the intent to request carryover authority each year until the project was completed. To date, the agency has not spent any of the money on the project and is requesting that the appropriation be carried over to FY 2020. The project has not been started as the vendor is finishing the upgrade for the Board of Medicine and then will begin to work on the this project. It is estimated to start at the beginning of calendar year 2019.					
REAPPROPRIATION AUTHORITY. There is hereby reappropriated to the Bureau of Occupational Licensing Program any unexpended and unencumbered balances appropriated to the Bureau of Occupational Licensing from the State Regulatory Fund for the database upgrade for fiscal year 2019, to be used for nonrecurring expenditures related to the system upgrade for the period July 1, 2019, through June 30, 2020.					
Agency Request	0.00	0	0	0	0
Recommended by the Governor.					
Governor's Recommendation	0.00	0	0	0	0
FY 2020 Total					
Agency Request	72.00	0	8,320,200	0	8,320,200
Governor's Recommendation	72.00	0	8,439,000	0	8,439,000



# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
Agency Request					
Change from Original App	2.00	0	(681,700)	0	(681,700)
% Change from Original App	2.9%		(7.6%)		(7.6%)
Governor's Recommendation					
Change from Original App	2.00	0	(562,900)	0	(562,900)
% Change from Original App	2.9%		(6.3%)		(6.3%)

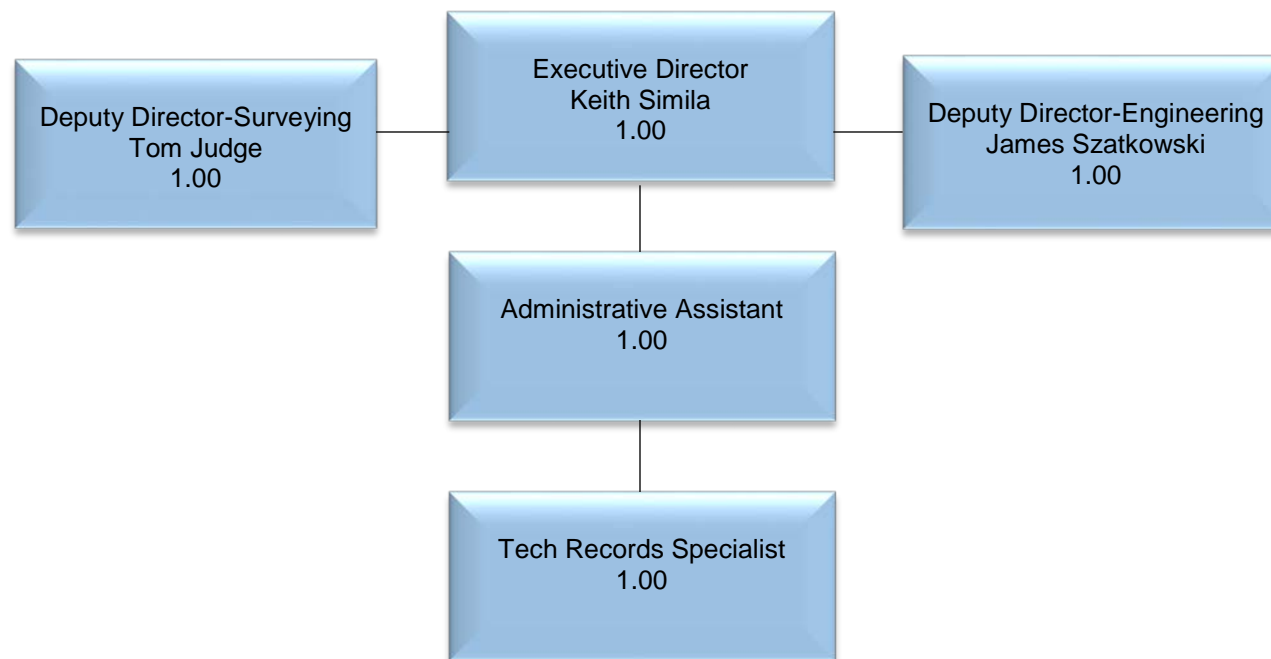
# Board of Professional Engineers and Land Surveyors

Analyst: Otto

## Agency Profile

### Organizational Chart

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**5.00 FTP**

# Board of Prof Engineers & Land Surveyors

Analyst: Otto

## FY 2018 Actual Expenditures by Division by Program

		FTP	PC	OE	CO	T/B	LS	Total
<b>0.30</b>	<b>FY 2018 Original Appropriation</b>							
0229-00	Ded	4.00	419,700	270,300	41,000	0	0	731,000
<b>Totals:</b>		4.00	419,700	270,300	41,000	0	0	731,000
<b>0.43</b>	<b>Case Hearing &amp; Litigation Costs</b>							
0229-00	Ded	0.00	0	30,000	0	0	0	30,000
<b>Totals:</b>		0.00	0	30,000	0	0	0	30,000
<b>1.00</b>	<b>FY 2018 Total Appropriation</b>							
0229-00	Ded	4.00	419,700	300,300	41,000	0	0	761,000
<b>Totals:</b>		4.00	419,700	300,300	41,000	0	0	761,000
<b>1.61</b>	<b>Reverted Appropriation</b>							
0229-00	Ded	0.00	(7,400)	(700)	(2,400)	0	0	(10,500)
<b>Totals:</b>		0.00	(7,400)	(700)	(2,400)	0	0	(10,500)
<b>2.00</b>	<b>FY 2018 Actual Expenditures</b>							
0229-00	Ded	4.00	412,300	299,600	38,600	0	0	750,500
	State Regulatory		412,300	299,600	38,600	0	0	750,500
<b>Totals:</b>		4.00	412,300	299,600	38,600	0	0	750,500
<b>Difference: Actual Expenditures minus Total Appropriation</b>								
0229-00	Ded		(7,400)	(700)	(2,400)	0	0	(10,500)
	State Regulatory		(1.8%)	(0.2%)	(5.9%)	N/A	N/A	(1.4%)
<b>Difference From Total Approp</b>			<b>(7,400)</b>	<b>(700)</b>	<b>(2,400)</b>	<b>0</b>	<b>0</b>	<b>(10,500)</b>
<b>Percent Diff From Total Approp</b>			<b>(1.8%)</b>	<b>(0.2%)</b>	<b>(5.9%)</b>	<b>N/A</b>	<b>N/A</b>	<b>(1.4%)</b>

# Board of Prof Engineers & Land Surveyors

## FY 2019 JFAC Action Program Proof

	FTP	Gen	Ded	Fed	Total
<b>FY 2018 Original Appropriation</b>	<b>4.00</b>	<b>0</b>	<b>731,000</b>	<b>0</b>	<b>731,000</b>
4.31 Case Hearing & Litigation Costs	0.00	0	30,000	0	30,000
<b>FY 2018 Total Appropriation</b>	<b>4.00</b>	<b>0</b>	<b>761,000</b>	<b>0</b>	<b>761,000</b>
<b>FY 2018 Estimated Expenditures</b>	<b>4.00</b>	<b>0</b>	<b>761,000</b>	<b>0</b>	<b>761,000</b>
8.41 Removal of Onetime Expenditure	0.00	0	(111,000)	0	(111,000)
<b>FY 2019 Base</b>	<b>4.00</b>	<b>0</b>	<b>650,000</b>	<b>0</b>	<b>650,000</b>
10.11 Benefit Costs	0.00	0	(5,800)	0	(5,800)
10.12 Benefit Costs	0.00	0	200	0	200
10.23 Contract Inflation	0.00	0	1,100	0	1,100
10.31 Replacement Item	0.00	0	6,900	0	6,900
10.43 Legislative Audits	0.00	0	(600)	0	(600)
10.45 Risk Management Cost Increases	0.00	0	(200)	0	(200)
10.46 Controller's Fees	0.00	0	200	0	200
10.61 Change in Employee Compensation	0.00	0	9,700	0	9,700
10.62 CEC: Group and Temporary	0.00	0	0	0	0
<b>FY 2019 Program Maintenance</b>	<b>4.00</b>	<b>0</b>	<b>661,500</b>	<b>0</b>	<b>661,500</b>
12.01 Attorney Fee Increase - IPELS	0.00	0	40,000	0	40,000
12.02 Deputy Director Land Surveying - IP	1.00	0	102,600	0	102,600
12.03 IT/Telecommunications	0.00	0	1,200	0	1,200
<b>FY 2019 Original Appropriation</b>	<b>5.00</b>	<b>0</b>	<b>805,300</b>	<b>0</b>	<b>805,300</b>
Chg from FY 2018 Orig Approp.	1.00	0	74,300	0	74,300
% Chg from FY 2018 Orig Approp.	25.0%		10.2%		10.2%

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY 2019 Original Appropriation</b>					
	70.00	0	9,001,900	0	9,001,900

## Removal of Onetime Expenditures

## Engr-Surveyors, Occup Licenses, Real Estate Commission

This action removes expenditures for replacement items and line items funded on a onetime basis in FY 2019.

Agency Request	0.00	0	(1,107,100)	0	(1,107,100)
Governor's Recommendation	0.00	0	(1,107,100)	0	(1,107,100)

## FY 2020 Base

Agency Request	70.00	0	7,894,800	0	7,894,800
Governor's Recommendation	70.00	0	7,894,800	0	7,894,800

## Benefit Costs

Employer-paid benefit changes include a 5.5% increase for PERSI regular retirement and adjustments to workers' compensation that vary by agency. Agencies were directed to budget \$11,650 per eligible FTP for health insurance, which is the same amount in the current fiscal year.

Agency Request	0.00	0	17,600	0	17,600
<i>The Governor recommends \$11,020 per eligible FTP for health insurance, which is a decrease of \$630, or 5.4%, from the previous year; a temporary rate reduction for agencies that pay the Division of Human Resources for its services; and the PERSI Board's decision to increase the employer contribution by 5.5%.</i>					
Governor's Recommendation	0.00	0	(33,100)	0	(33,100)

## Inflationary Adjustments

## Board of Prof Engineers & Land Surveyors

The Board of Professional Engineers and Land Surveyors requests \$5,800 from the State Regulatory Fund in contract inflation due to an increase in lease costs for new office space to house an additional employee.

Agency Request	0.00	0	5,800	0	5,800
Governor's Recommendation	0.00	0	5,800	0	5,800

## Replacement Items

## Prof Engineers & Land Surveyors, Real Estate

The Board of Professional Engineers and Land Surveyors requests \$4,800 from the State Regulatory Fund to replace four printers.

The Real Estate Commission requests \$16,100 from the State Regulatory Fund to replace 14 desktop computers and three laptops.

Agency Request	0.00	0	20,900	0	20,900
Governor's Recommendation	0.00	0	20,900	0	20,900

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
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## Statewide Cost Allocation

This request includes \$16,800 for the Bureau of Occupational Licenses for Department of Administration managed rental rate increases. H544 of 2018 amended Section 67-5709, Idaho Code, to address long-term maintenance for state-occupied buildings, and requires long-term maintenance costs to be included when calculating rental rates for tenants in department-managed facilities. The Permanent Building Fund Advisory Council voted on June 5, 2018, to increase rental rates by a total of 16.6% for those agencies in the Capitol Mall and state owned buildings in Lewiston and Idaho Falls. The increase will be used to address deferred maintenance costs associated with the Capitol Mall, which total approximately \$22.2 million dollars. If funded, this year's increase will collect \$1,237,441 in FY 2020. There may be subsequent increases to address deferred maintenance in the future. The increase specific to this agency is 20.8%.

This request includes adjustments to recover the cost of services provided by other agencies in accordance with federal and state guidelines on cost allocation.

The Board of Accountancy's risk management costs will increase by \$300 and State Controller fees will increase by \$400, for a net increase of \$700.

The Board of Professional Engineers and Land Surveyors' risk management costs will increase by \$100 and the State Controller fees will increase by \$300, for a net increase of \$400.

The Bureau of Occupational Licenses' risk management costs will decrease by \$2,600, State Controller fees will increase by \$10,000, and State Treasurer fees will increase by \$200, for a net increase of \$7,600.

The Outfitters and Guides Licensing Board's risk management costs will increase by \$500 and State Controller fees will increase by \$200, for a net increase of \$700.

The Real Estate Commission's risk management costs will increase by \$600 and State Controller fees will increase by \$700, for a net increase of \$1,300.

Agency Request	0.00	0	27,500	0	27,500
Governor's Recommendation	0.00	0	27,500	0	27,500

## Change in Employee Compensation

For calculation purposes, agencies were directed to include the cost of a 1% salary increase for permanent and temporary employees.

Agency Request	0.00	0	41,100	0	41,100
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The Governor recommends a 3% increase in employee compensation, distributed on merit. He does not recommend a compensation increase for group and temporary positions.

Governor's Recommendation	0.00	0	120,900	0	120,900
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## FY 2020 Program Maintenance

Agency Request	70.00	0	8,007,700	0	8,007,700
Governor's Recommendation	70.00	0	8,036,800	0	8,036,800

### 1. Licensing Database System - ISBA

### Board of Accountancy

The Board of Accountancy requests \$125,000 in onetime operating expenditures from the State Regulatory Fund to procure and implement a new licensing database system. Functions conducted through the system include, but are not limited to, issuing licenses, recording professional continuous education, tracking Certified Public Accountant (CPA) exam scores, and maintaining enforcement matters. BES Technologies, the selected vendor, has implemented licensing database systems for several other occupational licensing agencies, and provides ongoing maintenance of the system through an annual contract. The board is not requesting ongoing funding for maintenance at this time as the first year would be covered by the vendor but an ongoing appropriation may be requested in the future.

Agency Request	0.00	0	125,000	0	125,000
Governor's Recommendation	0.00	0	125,000	0	125,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
2. Hearing Officer and Legal Costs - IREC			Real Estate Commission		
The Real Estate Commission (IREC) requests an ongoing appropriation of \$30,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. IREC may need to use its administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. IREC believes that additional use of its administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined. IREC currently averages two disciplinary cases per year.					
Agency Request	0.00	0	30,000	0	30,000
Governor's Recommendation	0.00	0	30,000	0	30,000
3. Additional Investigator - IBOL			Bureau of Occupational Licenses		
The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$58,900 in ongoing personnel costs, and \$4,400 in onetime capital outlay from the State Regulatory Fund to hire an additional investigator position and provide a new computer, work station, and laptop. This request is to address the growing number of complaints that require investigation. Since FY 2015, the number of complaints has increased from 730 to 1,010 or 38%. Currently, there are nine investigators employed with IBOL. The amount of complaints by fiscal year is as follows:					
FY 2015: 730; FY 2016: 864; FY 2017: 911; and FY 2018: 1,010.					
Agency Request	1.00	0	63,300	0	63,300
Recommended by the Governor with changes for benefits and compensation.					
Governor's Recommendation	1.00	0	63,800	0	63,800
4. Additional Office Specialist - IBOL			Bureau of Occupational Licenses		
The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$42,800 in ongoing personnel costs, and \$2,400 in onetime capital outlay from the State Regulatory Fund to hire an additional Office Specialist 2 position and purchase a new computer and work station. Due to the increase of licenses being administered and an increase in complaints, the number of calls received has increased 8.9% since FY 2015. This position would assist current staff in answering phone calls, helping at the front desk, and processing mail.					
Agency Request	1.00	0	45,200	0	45,200
Recommended by the Governor with changes for benefits and compensation.					
Governor's Recommendation	1.00	0	45,300	0	45,300
5. Hearing Officer and Legal Costs - IPELS			Board of Prof Engineers & Land Surveyors		
The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$44,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. The board voted to contract with an administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. Currently, the board does not have legal council on staff and relies on contracted attorneys to mitigate civil cases and the Attorney General to investigate and prosecute criminal matter. The board believes that contracting with an administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined.					
Agency Request	0.00	0	44,000	0	44,000
Governor's Recommendation	0.00	0	44,000	0	44,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>6. Board Per Diem Increase - IPELS</b>					
<b>Board of Prof Engineers &amp; Land Surveyors</b>					
The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$5,000 from the State Regulatory Fund for additional compensation to board members. Disciplinary cases have been increasing leading to more time needed from the board members. The members are paid \$75 per day for their work. The amount paid to board members over the last four fiscal years is as follows:					
FY 2015: \$10,950; FY 2016: \$18,225; FY 2017: \$28,575; and FY 2018: \$27,375.					
Agency Request	0.00	0	5,000	0	5,000
Governor's Recommendation	0.00	0	5,000	0	5,000
<b>GOV TECH 1. Network Equip Replacement</b>					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding for the replacement of the state's core network equipment and this amount reflects this agency's share of that cost.					
Governor's Recommendation	0.00	0	6,000	0	6,000
<b>GOV TECH 2. Mobile Device Security</b>					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding to provide security of state information that is used on mobile technology.					
Governor's Recommendation	0.00	0	32,300	0	32,300
<b>GOV TECH 4. Modernization – Admin Billing</b>					
Agency Request	0.00	0	0	0	0
The Governor recommends ongoing funding for agency billings from the Office of Information Technology Services.					
Governor's Recommendation	0.00	0	50,800	0	50,800
<b>Budget Law Exemption</b>					
<b>Bureau of Occupational Licenses</b>					
In FY 2018, the agency received an appropriation of \$255,300 from the State Regulatory Fund to begin an upgrade of its database used for occupational licensing. The project was estimated to take five years and total \$1,276,330. In FY 2019, the agency received a onetime appropriation for \$1,021,000 to cover years 2-5 of the project, with the intent to request carryover authority each year until the project was completed. To date, the agency has not spent any of the money on the project and is requesting that the appropriation be carried over to FY 2020. The project has not been started as the vendor is finishing the upgrade for the Board of Medicine and then will begin to work on the this project. It is estimated to start at the beginning of calendar year 2019.					
REAPPROPRIATION AUTHORITY. There is hereby reappropriated to the Bureau of Occupational Licensing Program any unexpended and unencumbered balances appropriated to the Bureau of Occupational Licensing from the State Regulatory Fund for the database upgrade for fiscal year 2019, to be used for nonrecurring expenditures related to the system upgrade for the period July 1, 2019, through June 30, 2020.					
Agency Request	0.00	0	0	0	0
Recommended by the Governor.					
Governor's Recommendation	0.00	0	0	0	0
<b>FY 2020 Total</b>					
Agency Request	72.00	0	8,320,200	0	8,320,200
Governor's Recommendation	72.00	0	8,439,000	0	8,439,000



# Regulatory Boards

Analyst: Otto

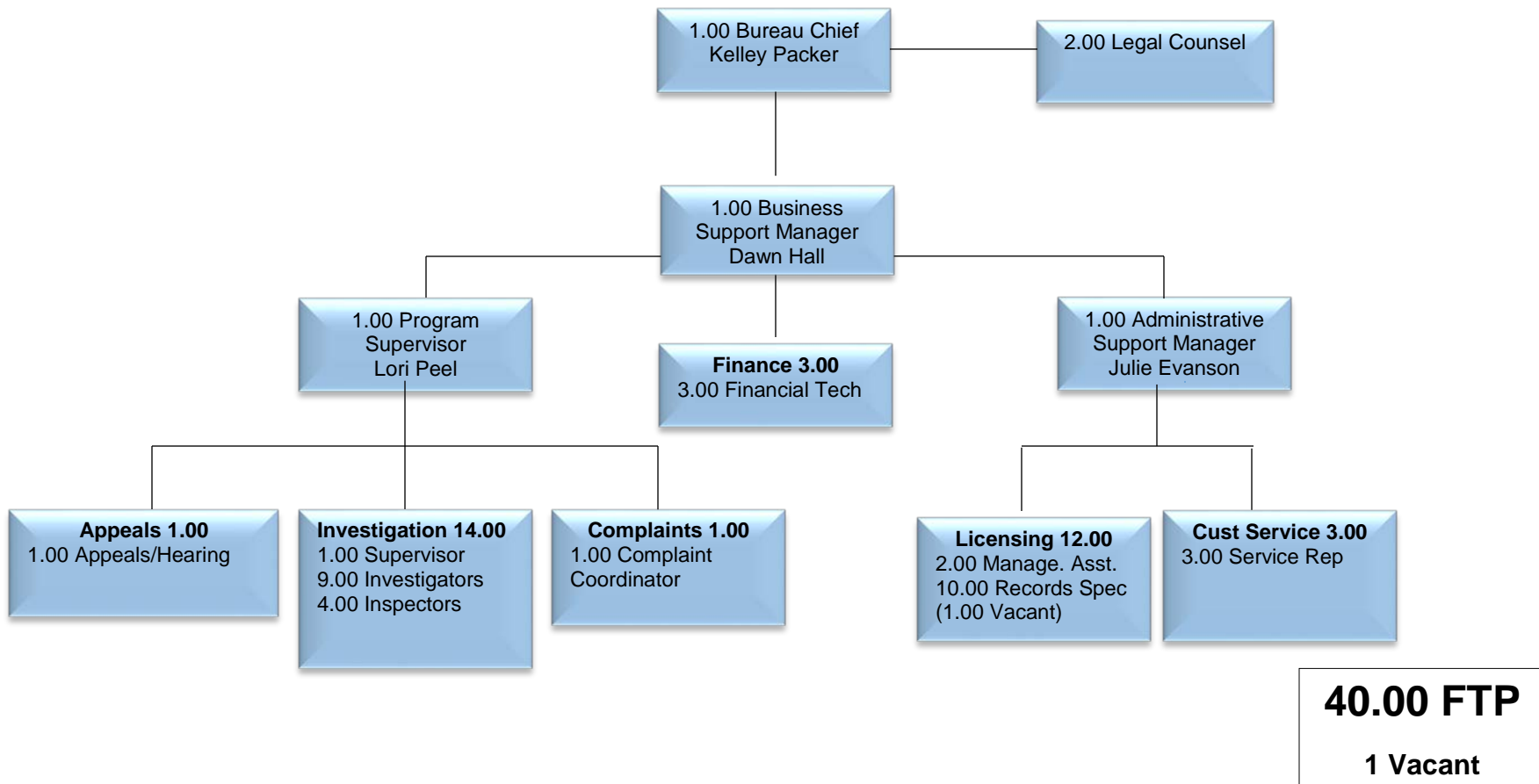
Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
Agency Request					
Change from Original App	2.00	0	(681,700)	0	(681,700)
% Change from Original App	2.9%		(7.6%)		(7.6%)
Governor's Recommendation					
Change from Original App	2.00	0	(562,900)	0	(562,900)
% Change from Original App	2.9%		(6.3%)		(6.3%)

# Bureau of Occupational Licensing

## Agency Profile

Analyst: Otto

### Organizational Chart



# Bureau of Occupational Licenses

Analyst: Otto

## FY 2018 Actual Expenditures by Division by Program

			FTP	PC	OE	CO	T/B	LS	Total
<b>0.30</b>	<b>FY 2018 Original Appropriation</b>								
	0229-00	Ded	40.00	2,690,000	1,870,100	0	55,100	0	4,615,200
	<b>Totals:</b>		40.00	2,690,000	1,870,100	0	55,100	0	4,615,200
<b>1.00</b>	<b>FY 2018 Total Appropriation</b>								
	0229-00	Ded	40.00	2,690,000	1,870,100	0	55,100	0	4,615,200
	<b>Totals:</b>		40.00	2,690,000	1,870,100	0	55,100	0	4,615,200
<b>1.61</b>	<b>Reverted Appropriation</b>								
	0229-00	Ded	0.00	(168,600)	(344,900)	0	(20,500)	0	(534,000)
	<b>Totals:</b>		0.00	(168,600)	(344,900)	0	(20,500)	0	(534,000)
<b>2.00</b>	<b>FY 2018 Actual Expenditures</b>								
	0229-00	Ded	40.00	2,521,400	1,525,200	0	34,600	0	4,081,200
	State Regulatory			2,521,400	1,525,200	0	34,600	0	4,081,200
	<b>Totals:</b>		40.00	2,521,400	1,525,200	0	34,600	0	4,081,200
<b>Difference: Actual Expenditures minus Total Appropriation</b>									
	0229-00	Ded		(168,600)	(344,900)	0	(20,500)	0	(534,000)
	State Regulatory			(6.3%)	(18.4%)	N/A	(37.2%)	N/A	(11.6%)
	<b>Difference From Total Approp</b>			(168,600)	(344,900)	0	(20,500)	0	(534,000)
	<b>Percent Diff From Total Approp</b>			(6.3%)	(18.4%)	N/A	(37.2%)	N/A	(11.6%)

# Bureau of Occupational Licenses

## FY 2019 JFAC Action Program Proof

	FTP	Gen	Ded	Fed	Total
<b>FY 2018 Original Appropriation</b>	<b>40.00</b>	<b>0</b>	<b>4,615,200</b>	<b>0</b>	<b>4,615,200</b>
<b>FY 2018 Total Appropriation</b>	<b>40.00</b>	<b>0</b>	<b>4,615,200</b>	<b>0</b>	<b>4,615,200</b>
<b>FY 2018 Estimated Expenditures</b>	<b>40.00</b>	<b>0</b>	<b>4,615,200</b>	<b>0</b>	<b>4,615,200</b>
8.41 Removal of Onetime Expenditure	0.00	0	(280,300)	0	(280,300)
<b>FY 2019 Base</b>	<b>40.00</b>	<b>0</b>	<b>4,334,900</b>	<b>0</b>	<b>4,334,900</b>
10.11 Benefit Costs	0.00	0	(58,000)	0	(58,000)
10.12 Benefit Costs	0.00	0	1,500	0	1,500
10.21 General Inflation	0.00	0	12,900	0	12,900
10.31 Replacement Item	0.00	0	12,100	0	12,100
10.41 Attorney General Fees	0.00	0	(700)	0	(700)
10.43 Legislative Audits	0.00	0	1,000	0	1,000
10.46 Controller's Fees	0.00	0	4,000	0	4,000
10.61 Change in Employee Compensation	0.00	0	63,600	0	63,600
10.62 CEC: Group and Temporary	0.00	0	0	0	0
<b>FY 2019 Program Maintenance</b>	<b>40.00</b>	<b>0</b>	<b>4,371,300</b>	<b>0</b>	<b>4,371,300</b>
12.03 IT/Telecommunications	0.00	0	13,500	0	13,500
12.04 Database Upgrade - IBOL	0.00	0	1,021,000	0	1,021,000
<b>FY 2019 Original Appropriation</b>	<b>40.00</b>	<b>0</b>	<b>5,405,800</b>	<b>0</b>	<b>5,405,800</b>
Chg from FY 2018 Orig Approp.	0.00	0	790,600	0	790,600
% Chg from FY 2018 Orig Approp.	0.0%		17.1%		17.1%

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY 2019 Original Appropriation</b>					
	70.00	0	9,001,900	0	9,001,900

## Removal of Onetime Expenditures

## Engr-Surveyors, Occup Licenses, Real Estate Commission

This action removes expenditures for replacement items and line items funded on a onetime basis in FY 2019.

Agency Request	0.00	0	(1,107,100)	0	(1,107,100)
Governor's Recommendation	0.00	0	(1,107,100)	0	(1,107,100)

<b>FY 2020 Base</b>					
Agency Request	70.00	0	7,894,800	0	7,894,800
Governor's Recommendation	70.00	0	7,894,800	0	7,894,800

## Benefit Costs

Employer-paid benefit changes include a 5.5% increase for PERSI regular retirement and adjustments to workers' compensation that vary by agency. Agencies were directed to budget \$11,650 per eligible FTP for health insurance, which is the same amount in the current fiscal year.

Agency Request	0.00	0	17,600	0	17,600
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The Governor recommends \$11,020 per eligible FTP for health insurance, which is a decrease of \$630, or 5.4%, from the previous year; a temporary rate reduction for agencies that pay the Division of Human Resources for its services; and the PERSI Board's decision to increase the employer contribution by 5.5%.

Governor's Recommendation	0.00	0	(33,100)	0	(33,100)
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## Inflationary Adjustments

## Board of Prof Engineers & Land Surveyors

The Board of Professional Engineers and Land Surveyors requests \$5,800 from the State Regulatory Fund in contract inflation due to an increase in lease costs for new office space to house an additional employee.

Agency Request	0.00	0	5,800	0	5,800
Governor's Recommendation	0.00	0	5,800	0	5,800

## Replacement Items

## Prof Engineers & Land Surveyors, Real Estate

The Board of Professional Engineers and Land Surveyors requests \$4,800 from the State Regulatory Fund to replace four printers.

The Real Estate Commission requests \$16,100 from the State Regulatory Fund to replace 14 desktop computers and three laptops.

Agency Request	0.00	0	20,900	0	20,900
Governor's Recommendation	0.00	0	20,900	0	20,900

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
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## Statewide Cost Allocation

This request includes \$16,800 for the Bureau of Occupational Licenses for Department of Administration managed rental rate increases. H544 of 2018 amended Section 67-5709, Idaho Code, to address long-term maintenance for state-occupied buildings, and requires long-term maintenance costs to be included when calculating rental rates for tenants in department-managed facilities. The Permanent Building Fund Advisory Council voted on June 5, 2018, to increase rental rates by a total of 16.6% for those agencies in the Capitol Mall and state owned buildings in Lewiston and Idaho Falls. The increase will be used to address deferred maintenance costs associated with the Capitol Mall, which total approximately \$22.2 million dollars. If funded, this year's increase will collect \$1,237,441 in FY 2020. There may be subsequent increases to address deferred maintenance in the future. The increase specific to this agency is 20.8%.

This request includes adjustments to recover the cost of services provided by other agencies in accordance with federal and state guidelines on cost allocation.

The Board of Accountancy's risk management costs will increase by \$300 and State Controller fees will increase by \$400, for a net increase of \$700.

The Board of Professional Engineers and Land Surveyors' risk management costs will increase by \$100 and the State Controller fees will increase by \$300, for a net increase of \$400.

**The Bureau of Occupational Licenses' risk management costs will decrease by \$2,600, State Controller fees will increase by \$10,000, and State Treasurer fees will increase by \$200, for a net increase of \$7,600.**

The Outfitters and Guides Licensing Board's risk management costs will increase by \$500 and State Controller fees will increase by \$200, for a net increase of \$700.

The Real Estate Commission's risk management costs will increase by \$600 and State Controller fees will increase by \$700, for a net increase of \$1,300.

Agency Request	0.00	0	27,500	0	27,500
Governor's Recommendation	0.00	0	27,500	0	27,500

## Change in Employee Compensation

For calculation purposes, agencies were directed to include the cost of a 1% salary increase for permanent and temporary employees.

Agency Request	0.00	0	41,100	0	41,100
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*The Governor recommends a 3% increase in employee compensation, distributed on merit. He does not recommend a compensation increase for group and temporary positions.*

Governor's Recommendation	0.00	0	120,900	0	120,900
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## FY 2020 Program Maintenance

Agency Request	70.00	0	8,007,700	0	8,007,700
Governor's Recommendation	70.00	0	8,036,800	0	8,036,800

### 1. Licensing Database System - ISBA

### Board of Accountancy

The Board of Accountancy requests \$125,000 in onetime operating expenditures from the State Regulatory Fund to procure and implement a new licensing database system. Functions conducted through the system include, but are not limited to, issuing licenses, recording professional continuous education, tracking Certified Public Accountant (CPA) exam scores, and maintaining enforcement matters. BES Technologies, the selected vendor, has implemented licensing database systems for several other occupational licensing agencies, and provides ongoing maintenance of the system through an annual contract. The board is not requesting ongoing funding for maintenance at this time as the first year would be covered by the vendor but an ongoing appropriation may be requested in the future.

Agency Request	0.00	0	125,000	0	125,000
Governor's Recommendation	0.00	0	125,000	0	125,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
2. Hearing Officer and Legal Costs - IREC			Real Estate Commission		
The Real Estate Commission (IREC) requests an ongoing appropriation of \$30,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. IREC may need to use its administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. IREC believes that additional use of its administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined. IREC currently averages two disciplinary cases per year.					
Agency Request	0.00	0	30,000	0	30,000
Governor's Recommendation	0.00	0	30,000	0	30,000
3. Additional Investigator - IBOL			Bureau of Occupational Licenses		
The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$58,900 in ongoing personnel costs, and \$4,400 in onetime capital outlay from the State Regulatory Fund to hire an additional investigator position and provide a new computer, work station, and laptop. This request is to address the growing number of complaints that require investigation. Since FY 2015, the number of complaints has increased from 730 to 1,010 or 38%. Currently, there are nine investigators employed with IBOL. The amount of complaints by fiscal year is as follows:					
FY 2015: 730; FY 2016: 864; FY 2017: 911; and FY 2018: 1,010.					
Agency Request	1.00	0	63,300	0	63,300
Recommended by the Governor with changes for benefits and compensation.					
Governor's Recommendation	1.00	0	63,800	0	63,800
4. Additional Office Specialist - IBOL			Bureau of Occupational Licenses		
The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$42,800 in ongoing personnel costs, and \$2,400 in onetime capital outlay from the State Regulatory Fund to hire an additional Office Specialist 2 position and purchase a new computer and work station. Due to the increase of licenses being administered and an increase in complaints, the number of calls received has increased 8.9% since FY 2015. This position would assist current staff in answering phone calls, helping at the front desk, and processing mail.					
Agency Request	1.00	0	45,200	0	45,200
Recommended by the Governor with changes for benefits and compensation.					
Governor's Recommendation	1.00	0	45,300	0	45,300
5. Hearing Officer and Legal Costs - IPELS			Board of Prof Engineers & Land Surveyors		
The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$44,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. The board voted to contract with an administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. Currently, the board does not have legal council on staff and relies on contracted attorneys to mitigate civil cases and the Attorney General to investigate and prosecute criminal matter. The board believes that contracting with an administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined.					
Agency Request	0.00	0	44,000	0	44,000
Governor's Recommendation	0.00	0	44,000	0	44,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>6. Board Per Diem Increase - IPELS</b>					
<b>Board of Prof Engineers &amp; Land Surveyors</b>					
The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$5,000 from the State Regulatory Fund for additional compensation to board members. Disciplinary cases have been increasing leading to more time needed from the board members. The members are paid \$75 per day for their work. The amount paid to board members over the last four fiscal years is as follows:					
FY 2015: \$10,950; FY 2016: \$18,225; FY 2017: \$28,575; and FY 2018: \$27,375.					
Agency Request	0.00	0	5,000	0	5,000
Governor's Recommendation	0.00	0	5,000	0	5,000
<b>GOV TECH 1. Network Equip Replacement</b>					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding for the replacement of the state's core network equipment and this amount reflects this agency's share of that cost.					
Governor's Recommendation	0.00	0	6,000	0	6,000
<b>GOV TECH 2. Mobile Device Security</b>					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding to provide security of state information that is used on mobile technology.					
Governor's Recommendation	0.00	0	32,300	0	32,300
<b>GOV TECH 4. Modernization – Admin Billing</b>					
Agency Request	0.00	0	0	0	0
The Governor recommends ongoing funding for agency billings from the Office of Information Technology Services.					
Governor's Recommendation	0.00	0	50,800	0	50,800
<b>Budget Law Exemption</b>					
<b>Bureau of Occupational Licenses</b>					
In FY 2018, the agency received an appropriation of \$255,300 from the State Regulatory Fund to begin an upgrade of its database used for occupational licensing. The project was estimated to take five years and total \$1,276,330. In FY 2019, the agency received a onetime appropriation for \$1,021,000 to cover years 2-5 of the project, with the intent to request carryover authority each year until the project was completed. To date, the agency has not spent any of the money on the project and is requesting that the appropriation be carried over to FY 2020. The project has not been started as the vendor is finishing the upgrade for the Board of Medicine and then will begin to work on the this project. It is estimated to start at the beginning of calendar year 2019.					
REAPPROPRIATION AUTHORITY. There is hereby reappropriated to the Bureau of Occupational Licensing Program any unexpended and unencumbered balances appropriated to the Bureau of Occupational Licensing from the State Regulatory Fund for the database upgrade for fiscal year 2019, to be used for nonrecurring expenditures related to the system upgrade for the period July 1, 2019, through June 30, 2020.					
Agency Request	0.00	0	0	0	0
Recommended by the Governor.					
Governor's Recommendation	0.00	0	0	0	0
<b>FY 2020 Total</b>					
Agency Request	72.00	0	8,320,200	0	8,320,200
Governor's Recommendation	72.00	0	8,439,000	0	8,439,000



# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
Agency Request					
Change from Original App	2.00	0	(681,700)	0	(681,700)
% Change from Original App	2.9%		(7.6%)		(7.6%)
Governor's Recommendation					
Change from Original App	2.00	0	(562,900)	0	(562,900)
% Change from Original App	2.9%		(6.3%)		(6.3%)

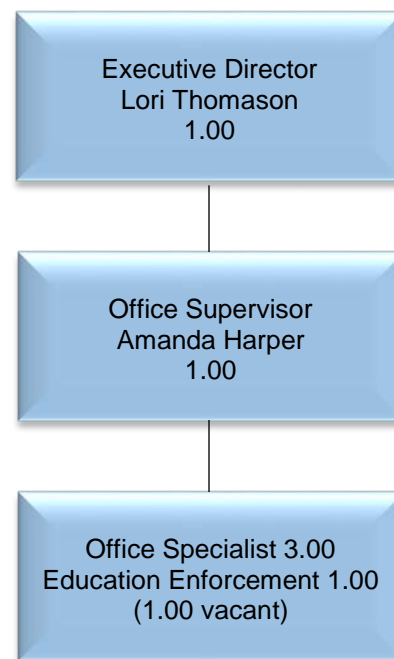
# Outfitters and Guides Licensing Board

## Agency Profile

Analyst: Otto

### Organizational Chart

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**6.00 FTP**

1.00 Vacant

# Outfitters and Guides Licensing Board

Analyst: Otto

## FY 2018 Actual Expenditures by Division by Program

		FTP	PC	OE	CO	T/B	LS	Total
<b>0.30</b>	<b>FY 2018 Original Appropriation</b>							
0229-00	Ded	6.00	406,600	203,400	0	0	0	610,000
<b>Totals:</b>		6.00	406,600	203,400	0	0	0	610,000
<b>1.00</b>	<b>FY 2018 Total Appropriation</b>							
0229-00	Ded	6.00	406,600	203,400	0	0	0	610,000
<b>Totals:</b>		6.00	406,600	203,400	0	0	0	610,000
<b>1.61</b>	<b>Reverted Appropriation</b>							
0229-00	Ded	0.00	(61,900)	(77,500)	0	0	0	(139,400)
<b>Totals:</b>		0.00	(61,900)	(77,500)	0	0	0	(139,400)
<b>2.00</b>	<b>FY 2018 Actual Expenditures</b>							
0229-00	Ded	6.00	344,700	125,900	0	0	0	470,600
State Regulatory			344,700	125,900	0	0	0	470,600
<b>Totals:</b>		6.00	344,700	125,900	0	0	0	470,600
<b>Difference: Actual Expenditures minus Total Appropriation</b>								
0229-00	Ded		(61,900)	(77,500)	0	0	0	(139,400)
State Regulatory			(15.2%)	(38.1%)	N/A	N/A	N/A	(22.9%)
<b>Difference From Total Approp</b>			(61,900)	(77,500)	0	0	0	(139,400)
<b>Percent Diff From Total Approp</b>			(15.2%)	(38.1%)	N/A	N/A	N/A	(22.9%)

# Outfitters and Guides Licensing Board

## FY 2019 JFAC Action Program Proof

	FTP	Gen	Ded	Fed	Total
<b>FY 2018 Original Appropriation</b>	<b>6.00</b>	<b>0</b>	<b>610,000</b>	<b>0</b>	<b>610,000</b>
<b>FY 2018 Total Appropriation</b>	<b>6.00</b>	<b>0</b>	<b>610,000</b>	<b>0</b>	<b>610,000</b>
<b>FY 2018 Estimated Expenditures</b>	<b>6.00</b>	<b>0</b>	<b>610,000</b>	<b>0</b>	<b>610,000</b>
<b>FY 2019 Base</b>	<b>6.00</b>	<b>0</b>	<b>610,000</b>	<b>0</b>	<b>610,000</b>
10.11 Benefit Costs	0.00	0	(7,300)	0	(7,300)
10.12 Benefit Costs	0.00	0	0	0	0
10.45 Risk Management Cost Increases	0.00	0	(100)	0	(100)
10.46 Controller's Fees	0.00	0	100	0	100
10.61 Change in Employee Compensation	0.00	0	8,200	0	8,200
10.62 CEC: Group and Temporary	0.00	0	0	0	0
<b>FY 2019 Program Maintenance</b>	<b>6.00</b>	<b>0</b>	<b>610,900</b>	<b>0</b>	<b>610,900</b>
<b>FY 2019 Original Appropriation</b>	<b>6.00</b>	<b>0</b>	<b>610,900</b>	<b>0</b>	<b>610,900</b>
Chg from FY 2018 Orig Approp.	0.00	0	900	0	900
% Chg from FY 2018 Orig Approp.	0.0%		0.1%		0.1%

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY 2019 Original Appropriation</b>					
	70.00	0	9,001,900	0	9,001,900

## Removal of Onetime Expenditures

## Engr-Surveyors, Occup Licenses, Real Estate Commission

This action removes expenditures for replacement items and line items funded on a onetime basis in FY 2019.

Agency Request	0.00	0	(1,107,100)	0	(1,107,100)
Governor's Recommendation	0.00	0	(1,107,100)	0	(1,107,100)

<b>FY 2020 Base</b>					
Agency Request	70.00	0	7,894,800	0	7,894,800
Governor's Recommendation	70.00	0	7,894,800	0	7,894,800

## Benefit Costs

Employer-paid benefit changes include a 5.5% increase for PERSI regular retirement and adjustments to workers' compensation that vary by agency. Agencies were directed to budget \$11,650 per eligible FTP for health insurance, which is the same amount in the current fiscal year.

Agency Request	0.00	0	17,600	0	17,600
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The Governor recommends \$11,020 per eligible FTP for health insurance, which is a decrease of \$630, or 5.4%, from the previous year; a temporary rate reduction for agencies that pay the Division of Human Resources for its services; and the PERSI Board's decision to increase the employer contribution by 5.5%.

Governor's Recommendation	0.00	0	(33,100)	0	(33,100)
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## Inflationary Adjustments

## Board of Prof Engineers & Land Surveyors

The Board of Professional Engineers and Land Surveyors requests \$5,800 from the State Regulatory Fund in contract inflation due to an increase in lease costs for new office space to house an additional employee.

Agency Request	0.00	0	5,800	0	5,800
Governor's Recommendation	0.00	0	5,800	0	5,800

## Replacement Items

## Prof Engineers & Land Surveyors, Real Estate

The Board of Professional Engineers and Land Surveyors requests \$4,800 from the State Regulatory Fund to replace four printers.

The Real Estate Commission requests \$16,100 from the State Regulatory Fund to replace 14 desktop computers and three laptops.

Agency Request	0.00	0	20,900	0	20,900
Governor's Recommendation	0.00	0	20,900	0	20,900

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
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## Statewide Cost Allocation

This request includes \$16,800 for the Bureau of Occupational Licenses for Department of Administration managed rental rate increases. H544 of 2018 amended Section 67-5709, Idaho Code, to address long-term maintenance for state-occupied buildings, and requires long-term maintenance costs to be included when calculating rental rates for tenants in department-managed facilities. The Permanent Building Fund Advisory Council voted on June 5, 2018, to increase rental rates by a total of 16.6% for those agencies in the Capitol Mall and state owned buildings in Lewiston and Idaho Falls. The increase will be used to address deferred maintenance costs associated with the Capitol Mall, which total approximately \$22.2 million dollars. If funded, this year's increase will collect \$1,237,441 in FY 2020. There may be subsequent increases to address deferred maintenance in the future. The increase specific to this agency is 20.8%.

This request includes adjustments to recover the cost of services provided by other agencies in accordance with federal and state guidelines on cost allocation.

The Board of Accountancy's risk management costs will increase by \$300 and State Controller fees will increase by \$400, for a net increase of \$700.

The Board of Professional Engineers and Land Surveyors' risk management costs will increase by \$100 and the State Controller fees will increase by \$300, for a net increase of \$400.

The Bureau of Occupational Licenses' risk management costs will decrease by \$2,600, State Controller fees will increase by \$10,000, and State Treasurer fees will increase by \$200, for a net increase of \$7,600.

The Outfitters and Guides Licensing Board's risk management costs will increase by \$500 and State Controller fees will increase by \$200, for a net increase of \$700.

The Real Estate Commission's risk management costs will increase by \$600 and State Controller fees will increase by \$700, for a net increase of \$1,300.

Agency Request	0.00	0	27,500	0	27,500
Governor's Recommendation	0.00	0	27,500	0	27,500

## Change in Employee Compensation

For calculation purposes, agencies were directed to include the cost of a 1% salary increase for permanent and temporary employees.

Agency Request	0.00	0	41,100	0	41,100
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The Governor recommends a 3% increase in employee compensation, distributed on merit. He does not recommend a compensation increase for group and temporary positions.

Governor's Recommendation	0.00	0	120,900	0	120,900
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## FY 2020 Program Maintenance

Agency Request	70.00	0	8,007,700	0	8,007,700
Governor's Recommendation	70.00	0	8,036,800	0	8,036,800

### 1. Licensing Database System - ISBA

### Board of Accountancy

The Board of Accountancy requests \$125,000 in onetime operating expenditures from the State Regulatory Fund to procure and implement a new licensing database system. Functions conducted through the system include, but are not limited to, issuing licenses, recording professional continuous education, tracking Certified Public Accountant (CPA) exam scores, and maintaining enforcement matters. BES Technologies, the selected vendor, has implemented licensing database systems for several other occupational licensing agencies, and provides ongoing maintenance of the system through an annual contract. The board is not requesting ongoing funding for maintenance at this time as the first year would be covered by the vendor but an ongoing appropriation may be requested in the future.

Agency Request	0.00	0	125,000	0	125,000
Governor's Recommendation	0.00	0	125,000	0	125,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
2. Hearing Officer and Legal Costs - IREC			Real Estate Commission		
The Real Estate Commission (IREC) requests an ongoing appropriation of \$30,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. IREC may need to use its administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. IREC believes that additional use of its administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined. IREC currently averages two disciplinary cases per year.					
Agency Request	0.00	0	30,000	0	30,000
Governor's Recommendation	0.00	0	30,000	0	30,000
3. Additional Investigator - IBOL			Bureau of Occupational Licenses		
The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$58,900 in ongoing personnel costs, and \$4,400 in onetime capital outlay from the State Regulatory Fund to hire an additional investigator position and provide a new computer, work station, and laptop. This request is to address the growing number of complaints that require investigation. Since FY 2015, the number of complaints has increased from 730 to 1,010 or 38%. Currently, there are nine investigators employed with IBOL. The amount of complaints by fiscal year is as follows:					
FY 2015: 730; FY 2016: 864; FY 2017: 911; and FY 2018: 1,010.					
Agency Request	1.00	0	63,300	0	63,300
Recommended by the Governor with changes for benefits and compensation.					
Governor's Recommendation	1.00	0	63,800	0	63,800
4. Additional Office Specialist - IBOL			Bureau of Occupational Licenses		
The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$42,800 in ongoing personnel costs, and \$2,400 in onetime capital outlay from the State Regulatory Fund to hire an additional Office Specialist 2 position and purchase a new computer and work station. Due to the increase of licenses being administered and an increase in complaints, the number of calls received has increased 8.9% since FY 2015. This position would assist current staff in answering phone calls, helping at the front desk, and processing mail.					
Agency Request	1.00	0	45,200	0	45,200
Recommended by the Governor with changes for benefits and compensation.					
Governor's Recommendation	1.00	0	45,300	0	45,300
5. Hearing Officer and Legal Costs - IPELS			Board of Prof Engineers & Land Surveyors		
The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$44,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. The board voted to contract with an administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. Currently, the board does not have legal council on staff and relies on contracted attorneys to mitigate civil cases and the Attorney General to investigate and prosecute criminal matter. The board believes that contracting with an administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined.					
Agency Request	0.00	0	44,000	0	44,000
Governor's Recommendation	0.00	0	44,000	0	44,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
6. Board Per Diem Increase - IPELS		Board of Prof Engineers & Land Surveyors			
The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$5,000 from the State Regulatory Fund for additional compensation to board members. Disciplinary cases have been increasing leading to more time needed from the board members. The members are paid \$75 per day for their work. The amount paid to board members over the last four fiscal years is as follows:					
FY 2015: \$10,950;					
FY 2016: \$18,225;					
FY 2017: \$28,575; and					
FY 2018: \$27,375.					
Agency Request	0.00	0	5,000	0	5,000
Governor's Recommendation	0.00	0	5,000	0	5,000
GOV TECH 1. Network Equip Replacement					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding for the replacement of the state's core network equipment and this amount reflects this agency's share of that cost.					
Governor's Recommendation	0.00	0	6,000	0	6,000
GOV TECH 2. Mobile Device Security					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding to provide security of state information that is used on mobile technology.					
Governor's Recommendation	0.00	0	32,300	0	32,300
GOV TECH 4. Modernization – Admin Billing					
Agency Request	0.00	0	0	0	0
The Governor recommends ongoing funding for agency billings from the Office of Information Technology Services.					
Governor's Recommendation	0.00	0	50,800	0	50,800
Budget Law Exemption		Bureau of Occupational Licenses			
In FY 2018, the agency received an appropriation of \$255,300 from the State Regulatory Fund to begin an upgrade of its database used for occupational licensing. The project was estimated to take five years and total \$1,276,330. In FY 2019, the agency received a onetime appropriation for \$1,021,000 to cover years 2-5 of the project, with the intent to request carryover authority each year until the project was completed. To date, the agency has not spent any of the money on the project and is requesting that the appropriation be carried over to FY 2020. The project has not been started as the vendor is finishing the upgrade for the Board of Medicine and then will begin to work on the this project. It is estimated to start at the beginning of calendar year 2019.					
REAPPROPRIATION AUTHORITY. There is hereby reappropriated to the Bureau of Occupational Licensing Program any unexpended and unencumbered balances appropriated to the Bureau of Occupational Licensing from the State Regulatory Fund for the database upgrade for fiscal year 2019, to be used for nonrecurring expenditures related to the system upgrade for the period July 1, 2019, through June 30, 2020.					
Agency Request	0.00	0	0	0	0
Recommended by the Governor.					
Governor's Recommendation	0.00	0	0	0	0
FY 2020 Total					
Agency Request	72.00	0	8,320,200	0	8,320,200
Governor's Recommendation	72.00	0	8,439,000	0	8,439,000



# Regulatory Boards

Analyst: Otto

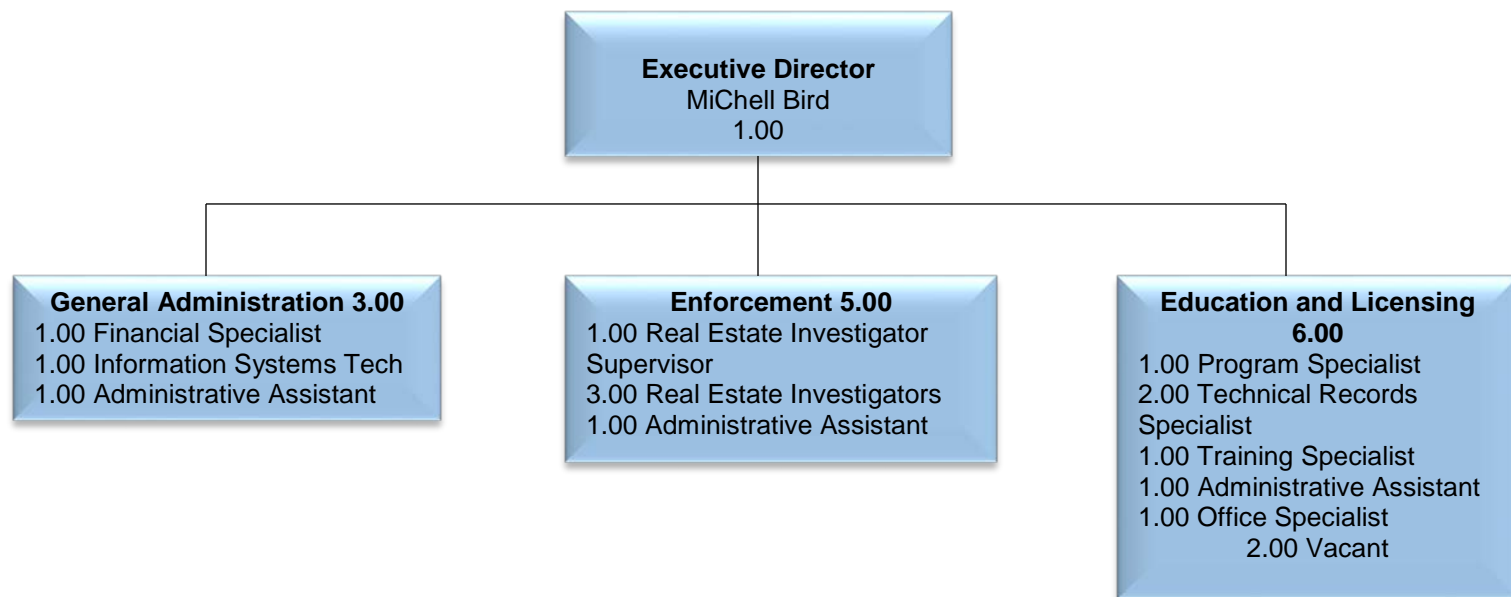
Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
Agency Request					
Change from Original App	2.00	0	(681,700)	0	(681,700)
% Change from Original App	2.9%		(7.6%)		(7.6%)
Governor's Recommendation					
Change from Original App	2.00	0	(562,900)	0	(562,900)
% Change from Original App	2.9%		(6.3%)		(6.3%)

# Real Estate Commission

## Agency Profile

Analyst: Otto

### Organizational Chart



**15.00 FTP**

2.00 Vacant

# Real Estate Commission

Analyst: Otto

## FY 2018 Actual Expenditures by Division by Program

			FTP	PC	OE	CO	T/B	LS	Total
<b>0.30</b>	<b>FY 2018 Original Appropriation</b>								
	0229-00	Ded	15.00	1,041,900	554,900	0	0	0	1,596,800
	<b>Totals:</b>		15.00	1,041,900	554,900	0	0	0	1,596,800
<b>1.00</b>	<b>FY 2018 Total Appropriation</b>								
	0229-00	Ded	15.00	1,041,900	554,900	0	0	0	1,596,800
	<b>Totals:</b>		15.00	1,041,900	554,900	0	0	0	1,596,800
<b>1.21</b>	<b>Net Object Transfer</b>								
	0229-00	Ded	0.00	0	(11,000)	11,000	0	0	0
	<b>Totals:</b>		0.00	0	(11,000)	11,000	0	0	0
<b>1.61</b>	<b>Reverted Appropriation</b>								
	0229-00	Ded	0.00	(89,800)	(132,800)	(400)	0	0	(223,000)
	<b>Totals:</b>		0.00	(89,800)	(132,800)	(400)	0	0	(223,000)
<b>2.00</b>	<b>FY 2018 Actual Expenditures</b>								
	0229-00	Ded	15.00	952,100	411,100	10,600	0	0	1,373,800
	State Regulatory			952,100	411,100	10,600	0	0	1,373,800
	<b>Totals:</b>		15.00	952,100	411,100	10,600	0	0	1,373,800
<b>Difference: Actual Expenditures minus Total Appropriation</b>									
	0229-00	Ded		(89,800)	(143,800)	10,600	0	0	(223,000)
	State Regulatory			(8.6%)	(25.9%)	N/A	N/A	N/A	(14.0%)
	<b>Difference From Total Approp</b>			<b>(89,800)</b>	<b>(143,800)</b>	<b>10,600</b>	<b>0</b>	<b>0</b>	<b>(223,000)</b>
	<b>Percent Diff From Total Approp</b>			<b>(8.6%)</b>	<b>(25.9%)</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>(14.0%)</b>



Idaho Legislative Services Office  
Legislative Audits Division

## IDAHO REAL ESTATE COMMISSION

April Renfro, Manager

### SUMMARY

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#### PURPOSE OF MANAGEMENT REVIEW

We conducted a management review of the Idaho Real Estate Commission (Commission) covering the fiscal years ended 2014, 2015, and 2016. Our review covered general administrative procedures and accounting controls to determine that activities are properly recorded and reported.

The intent of this review was not to express an opinion but to provide general assurance on internal controls and to raise the awareness of management and others of any conditions and control weaknesses that may exist and offer recommendations for improvement.

#### CONCLUSION

We identified deficiencies in the general administrative and accounting controls of the Commission.

#### FINDINGS AND RECOMMENDATIONS

There is one finding and recommendation in this report.

**Finding 1** – Reconciliations are not being performed to ensure payments received by the Commission are properly recognized as revenue.

The complete finding is detailed on page 1 of this report.

#### PRIOR FINDINGS AND RECOMMENDATIONS

There were no findings and recommendations in the prior report.

#### AGENCY RESPONSE

The Commission has reviewed the report and is in general agreement with the contents.

#### FINANCIAL INFORMATION

The following fiscal year 2016 financial data is for informational purposes only.

Fund No.	Fund Title	Beginning Cash Balance	Receipts/ Transfers-In	Disbursements/ Transfers-Out	Ending Cash Balance
0229	State Regulatory Fund *	\$2,749,400	\$1,223,249	\$1,336,475	\$2,636,174
0517	Real Estate Recovery Fund	20,000			20,000
	Total	\$2,769,400	\$1,223,249	\$1,336,475	\$2,656,174

\* \$936,257 is restricted for developing and delivering Idaho real estate education in accordance with Idaho Code §54-2059(4).

# Real Estate Commission

## FY 2019 JFAC Action Program Proof

	FTP	Gen	Ded	Fed	Total
<b>FY 2018 Original Appropriation</b>	<b>15.00</b>	<b>0</b>	<b>1,596,800</b>	<b>0</b>	<b>1,596,800</b>
<b>FY 2018 Total Appropriation</b>	<b>15.00</b>	<b>0</b>	<b>1,596,800</b>	<b>0</b>	<b>1,596,800</b>
<b>FY 2018 Estimated Expenditures</b>	<b>15.00</b>	<b>0</b>	<b>1,596,800</b>	<b>0</b>	<b>1,596,800</b>
<b>FY 2019 Base</b>	<b>15.00</b>	<b>0</b>	<b>1,596,800</b>	<b>0</b>	<b>1,596,800</b>
10.11 Benefit Costs	0.00	0	(21,800)	0	(21,800)
10.12 Benefit Costs	0.00	0	700	0	700
10.31 Replacement Item	0.00	0	25,900	0	25,900
10.43 Legislative Audits	0.00	0	500	0	500
10.45 Risk Management Cost Increases	0.00	0	(100)	0	(100)
10.46 Controller's Fees	0.00	0	200	0	200
10.61 Change in Employee Compensation	0.00	0	25,200	0	25,200
10.62 CEC: Group and Temporary	0.00	0	0	0	0
<b>FY 2019 Program Maintenance</b>	<b>15.00</b>	<b>0</b>	<b>1,627,400</b>	<b>0</b>	<b>1,627,400</b>
<b>FY 2019 Original Appropriation</b>	<b>15.00</b>	<b>0</b>	<b>1,627,400</b>	<b>0</b>	<b>1,627,400</b>
Chg from FY 2018 Orig Approp.	0.00	0	30,600	0	30,600
% Chg from FY 2018 Orig Approp.	0.0%		1.9%		1.9%

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>FY 2019 Original Appropriation</b>					
	70.00	0	9,001,900	0	9,001,900

## Removal of Onetime Expenditures

## Engr-Surveyors, Occup Licenses, Real Estate Commission

This action removes expenditures for replacement items and line items funded on a onetime basis in FY 2019.

Agency Request	0.00	0	(1,107,100)	0	(1,107,100)
Governor's Recommendation	0.00	0	(1,107,100)	0	(1,107,100)

<b>FY 2020 Base</b>					
Agency Request	70.00	0	7,894,800	0	7,894,800
Governor's Recommendation	70.00	0	7,894,800	0	7,894,800

## Benefit Costs

Employer-paid benefit changes include a 5.5% increase for PERSI regular retirement and adjustments to workers' compensation that vary by agency. Agencies were directed to budget \$11,650 per eligible FTP for health insurance, which is the same amount in the current fiscal year.

Agency Request	0.00	0	17,600	0	17,600
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The Governor recommends \$11,020 per eligible FTP for health insurance, which is a decrease of \$630, or 5.4%, from the previous year; a temporary rate reduction for agencies that pay the Division of Human Resources for its services; and the PERSI Board's decision to increase the employer contribution by 5.5%.

Governor's Recommendation	0.00	0	(33,100)	0	(33,100)
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## Inflationary Adjustments

## Board of Prof Engineers & Land Surveyors

The Board of Professional Engineers and Land Surveyors requests \$5,800 from the State Regulatory Fund in contract inflation due to an increase in lease costs for new office space to house an additional employee.

Agency Request	0.00	0	5,800	0	5,800
Governor's Recommendation	0.00	0	5,800	0	5,800

## Replacement Items

## Prof Engineers & Land Surveyors, Real Estate

The Board of Professional Engineers and Land Surveyors requests \$4,800 from the State Regulatory Fund to replace four printers.

The Real Estate Commission requests \$16,100 from the State Regulatory Fund to replace 14 desktop computers and three laptops.

Agency Request	0.00	0	20,900	0	20,900
Governor's Recommendation	0.00	0	20,900	0	20,900

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
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## Statewide Cost Allocation

This request includes \$16,800 for the Bureau of Occupational Licenses for Department of Administration managed rental rate increases. H544 of 2018 amended Section 67-5709, Idaho Code, to address long-term maintenance for state-occupied buildings, and requires long-term maintenance costs to be included when calculating rental rates for tenants in department-managed facilities. The Permanent Building Fund Advisory Council voted on June 5, 2018, to increase rental rates by a total of 16.6% for those agencies in the Capitol Mall and state owned buildings in Lewiston and Idaho Falls. The increase will be used to address deferred maintenance costs associated with the Capitol Mall, which total approximately \$22.2 million dollars. If funded, this year's increase will collect \$1,237,441 in FY 2020. There may be subsequent increases to address deferred maintenance in the future. The increase specific to this agency is 20.8%.

This request includes adjustments to recover the cost of services provided by other agencies in accordance with federal and state guidelines on cost allocation.

The Board of Accountancy's risk management costs will increase by \$300 and State Controller fees will increase by \$400, for a net increase of \$700.

The Board of Professional Engineers and Land Surveyors' risk management costs will increase by \$100 and the State Controller fees will increase by \$300, for a net increase of \$400.

The Bureau of Occupational Licenses' risk management costs will decrease by \$2,600, State Controller fees will increase by \$10,000, and State Treasurer fees will increase by \$200, for a net increase of \$7,600.

The Outfitters and Guides Licensing Board's risk management costs will increase by \$500 and State Controller fees will increase by \$200, for a net increase of \$700.

The Real Estate Commission's risk management costs will increase by \$600 and State Controller fees will increase by \$700, for a net increase of \$1,300.

Agency Request	0.00	0	27,500	0	27,500
Governor's Recommendation	0.00	0	27,500	0	27,500

## Change in Employee Compensation

For calculation purposes, agencies were directed to include the cost of a 1% salary increase for permanent and temporary employees.

Agency Request	0.00	0	41,100	0	41,100
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The Governor recommends a 3% increase in employee compensation, distributed on merit. He does not recommend a compensation increase for group and temporary positions.

Governor's Recommendation	0.00	0	120,900	0	120,900
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## FY 2020 Program Maintenance

Agency Request	70.00	0	8,007,700	0	8,007,700
Governor's Recommendation	70.00	0	8,036,800	0	8,036,800

### 1. Licensing Database System - ISBA

### Board of Accountancy

The Board of Accountancy requests \$125,000 in onetime operating expenditures from the State Regulatory Fund to procure and implement a new licensing database system. Functions conducted through the system include, but are not limited to, issuing licenses, recording professional continuous education, tracking Certified Public Accountant (CPA) exam scores, and maintaining enforcement matters. BES Technologies, the selected vendor, has implemented licensing database systems for several other occupational licensing agencies, and provides ongoing maintenance of the system through an annual contract. The board is not requesting ongoing funding for maintenance at this time as the first year would be covered by the vendor but an ongoing appropriation may be requested in the future.

Agency Request	0.00	0	125,000	0	125,000
Governor's Recommendation	0.00	0	125,000	0	125,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
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## 2. Hearing Officer and Legal Costs - IREC

### Real Estate Commission

The Real Estate Commission (IREC) requests an ongoing appropriation of \$30,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. IREC may need to use its administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. IREC believes that additional use of its administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined. IREC currently averages two disciplinary cases per year.

Agency Request	0.00	0	30,000	0	30,000
Governor's Recommendation	0.00	0	30,000	0	30,000

## 3. Additional Investigator - IBOL

### Bureau of Occupational Licenses

The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$58,900 in ongoing personnel costs, and \$4,400 in onetime capital outlay from the State Regulatory Fund to hire an additional investigator position and provide a new computer, work station, and laptop. This request is to address the growing number of complaints that require investigation. Since FY 2015, the number of complaints has increased from 730 to 1,010 or 38%. Currently, there are nine investigators employed with IBOL. The amount of complaints by fiscal year is as follows:

FY 2015: 730;  
FY 2016: 864;  
FY 2017: 911; and  
FY 2018: 1,010.

Agency Request	1.00	0	63,300	0	63,300
<i>Recommended by the Governor with changes for benefits and compensation.</i>					
Governor's Recommendation	1.00	0	63,800	0	63,800

## 4. Additional Office Specialist - IBOL

### Bureau of Occupational Licenses

The Bureau of Occupational Licenses (IBOL) requests 1.00 FTP, \$42,800 in ongoing personnel costs, and \$2,400 in onetime capital outlay from the State Regulatory Fund to hire an additional Office Specialist 2 position and purchase a new computer and work station. Due to the increase of licenses being administered and an increase in complaints, the number of calls received has increased 8.9% since FY 2015. This position would assist current staff in answering phone calls, helping at the front desk, and processing mail.

Agency Request	1.00	0	45,200	0	45,200
<i>Recommended by the Governor with changes for benefits and compensation.</i>					
Governor's Recommendation	1.00	0	45,300	0	45,300

## 5. Hearing Officer and Legal Costs - IPELS

### Board of Prof Engineers & Land Surveyors

The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$44,000 from the State Regulatory Fund for an increase in legal costs to contract with an administrative hearing officer. The board voted to contract with an administrative hearing officer after S1316 of 2018 modified the requirements of sharing the legal and investigative costs with the losing party in an administrative procedure. Currently, the board does not have legal council on staff and relies on contracted attorneys to mitigate civil cases and the Attorney General to investigate and prosecute criminal matter. The board believes that contracting with an administrative hearing officer and retaining outside council will ensure that cases that are heard will be more thoroughly examined.

Agency Request	0.00	0	44,000	0	44,000
Governor's Recommendation	0.00	0	44,000	0	44,000



# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
<b>6. Board Per Diem Increase - IPELS</b>					
<b>Board of Prof Engineers &amp; Land Surveyors</b>					
The Idaho Board of Professional Engineers and Land Surveyors (IPELS) requests an ongoing appropriation of \$5,000 from the State Regulatory Fund for additional compensation to board members. Disciplinary cases have been increasing leading to more time needed from the board members. The members are paid \$75 per day for their work. The amount paid to board members over the last four fiscal years is as follows:					
FY 2015: \$10,950; FY 2016: \$18,225; FY 2017: \$28,575; and FY 2018: \$27,375.					
Agency Request	0.00	0	5,000	0	5,000
Governor's Recommendation	0.00	0	5,000	0	5,000
<b>GOV TECH 1. Network Equip Replacement</b>					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding for the replacement of the state's core network equipment and this amount reflects this agency's share of that cost.					
Governor's Recommendation	0.00	0	6,000	0	6,000
<b>GOV TECH 2. Mobile Device Security</b>					
Agency Request	0.00	0	0	0	0
The Governor recommends onetime funding to provide security of state information that is used on mobile technology.					
Governor's Recommendation	0.00	0	32,300	0	32,300
<b>GOV TECH 4. Modernization – Admin Billing</b>					
Agency Request	0.00	0	0	0	0
The Governor recommends ongoing funding for agency billings from the Office of Information Technology Services.					
Governor's Recommendation	0.00	0	50,800	0	50,800
<b>Budget Law Exemption</b>					
<b>Bureau of Occupational Licenses</b>					
In FY 2018, the agency received an appropriation of \$255,300 from the State Regulatory Fund to begin an upgrade of its database used for occupational licensing. The project was estimated to take five years and total \$1,276,330. In FY 2019, the agency received a onetime appropriation for \$1,021,000 to cover years 2-5 of the project, with the intent to request carryover authority each year until the project was completed. To date, the agency has not spent any of the money on the project and is requesting that the appropriation be carried over to FY 2020. The project has not been started as the vendor is finishing the upgrade for the Board of Medicine and then will begin to work on the this project. It is estimated to start at the beginning of calendar year 2019.					
REAPPROPRIATION AUTHORITY. There is hereby reappropriated to the Bureau of Occupational Licensing Program any unexpended and unencumbered balances appropriated to the Bureau of Occupational Licensing from the State Regulatory Fund for the database upgrade for fiscal year 2019, to be used for nonrecurring expenditures related to the system upgrade for the period July 1, 2019, through June 30, 2020.					
Agency Request	0.00	0	0	0	0
Recommended by the Governor.					
Governor's Recommendation	0.00	0	0	0	0
<b>FY 2020 Total</b>					
Agency Request	72.00	0	8,320,200	0	8,320,200
Governor's Recommendation	72.00	0	8,439,000	0	8,439,000

# Regulatory Boards

Analyst: Otto

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
Agency Request					
Change from Original App	2.00	0	(681,700)	0	(681,700)
% Change from Original App	2.9%		(7.6%)		(7.6%)
Governor's Recommendation					
Change from Original App	2.00	0	(562,900)	0	(562,900)
% Change from Original App	2.9%		(6.3%)		(6.3%)

**FORM B7: ONE-TIME OPERATING EXPENDITURES & ONE-TIME CAPITAL OUTLAY SUMMARY**

Agency/Department: Self governing  
 Program (If applicable) Board of Prof Engrs & Surv

**Request for Fiscal Year:** 2020  
 Agency Number: 424  
 Function/Activity Number:

Original Request Date: 9/4/18  
 Revision Request Date:

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Priority Order	Program	DU	Fund	Sub-object Code	Item/Description	Mileage	Date Acquired	Quantity in Stock	Request Quantity Desired	Request Unit Cost	Request Total Cost
1	01	10.31	0229	6415	Printer Replacement		1998	3	3	1,200	3,600
2	01	10.31	0229	6415	Printer Replacement		2004	1	1	1,200	1,200
											0
											0
											0
											0
											0
											0
											0
											0
											0
											0
											0
											0
											0
											0
Subtotal of filtered items											\$4,800
Grand Total by Program											\$4,800
	01										4,800
											0
											0
											0
Grand Total by Decision Unit											\$4,800
		10.31									4,800
											0
											0
											0
Grand Total by Fund Source											\$4,800
			0229								4,800
											0
											0
											0
Grand Total by Category								4	4		\$4,800
				6415				4	4		4,800
								0	0		0
								0	0		0
								0	0		0
								0	0		0
								0	0		0

**FORM B7: ONE-TIME OPERATING EXPENDITURES & ONE-TIME CAPITAL OUTLAY SUMMARY**

Agency/Department:	Real Estate Commission
Program (If applicable)	

Real Estate Commission

Request for Fiscal Year: 2020

Agency Number: 429

Function/Activity Number:

Original Request Date:	8/30/18
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Revision Request Date:

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